

CONNELLSVILLE AREA SCHOOL DISTRICT

SECTION: OPERATIONS
 TITLE: EMERGENCY PREPAREDNESS
 ADOPTED: December 20, 2006
 REVISED: September 14, 2011

805. EMERGENCY PREPAREDNESS	
<p>1. Purpose</p> <p>SC 1518</p>	<p>The district's system of emergency preparedness shall ensure that:</p> <ol style="list-style-type: none"> 1. Health and safety of students and staff are safeguarded. 2. Time necessary for instructional purposes is not unduly diverted. 3. Minimum disruption occurs to the educational program. 4. Students and staff are taught to respond appropriately to emergency situations.
<p>2. Authority</p> <p><u>35 Pa. C.S.A.</u> <u>Sec. 7701</u> <u>Title 22</u> <u>Sec. 10.24</u></p>	<p>The Board directs that established policy and the Crisis Management School Emergency Guide shall be followed for emergency evacuations that affect the operation of district schools.</p> <p>All threats to the safety of the schools shall be identified by appropriate personnel and responded to promptly, in accordance with the plan for emergency preparedness as promulgated by the Superintendent or designee.</p> <p>Reports of fire shall normally require the evacuation of the threatened school or building, after consideration of mitigating circumstances.</p>
<p>3. Delegation of Responsibility</p> <p>SC 1517</p>	<p>Any decision concerning dismissal of students and staff and subsequent action is at the discretion of the Superintendent.</p> <p>The effectiveness of emergency planning in preparing the schools to cope with disaster shall be continually monitored by the Superintendent.</p> <p>The Superintendent or designee shall develop procedures for handling school emergencies which include:</p> <ol style="list-style-type: none"> 1. A plan for prompt and safe evacuation of students from schools, which shall be practiced monthly in fire drills conducted in accordance with law.

<p>SC 1517</p>	<ol style="list-style-type: none"> 2. Bus evacuation drills twice a year, in accordance with law. 3. A plan for sequestering students in a safe place other than the school. 4. Design of a communications system to notify parents/guardians of the evacuation of students and to alert the whole school community when necessary. 5. Immediate notification of appropriate administrative personnel whenever any employee becomes aware of an emergency or impending emergency. 6. Cooperation with local agencies, such as the police department, fire department and emergency management agency. 7. Instruction of staff members in the techniques of handling emergencies. <p><u>Annually, by April 10, the Superintendent shall certify that emergency and evacuation drills have been conducted in the manner prescribed by law.</u></p>
<p>4. Guidelines SC 1302.1-A 35 Pa. C.S.A. Sec. 7701 <u>Title 22</u> <u>Sec. 10.24</u></p>	<p>The emergency preparedness plan shall be reviewed at least annually and modified as necessary. A copy of the plan shall be provided to the <u>county</u> Emergency Management Agency and each local police department <u>and each local fire department that have with</u> jurisdiction over the school property. The emergency preparedness plan shall be communicated to students, parents/guardians, the community and other relevant stakeholders.</p>
<p><u>Title 22</u> <u>Sec. 10.24</u> <u>Pol. 805.1</u></p>	<p><u>Annually, by September 30, the district shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.</u></p> <p><u>Memorandum Of Understanding</u></p>
<p>SC 1303-A Pol. 909</p>	<p>As required by state law and regulation and as an essential element of the emergency preparedness plan, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over <u>district school</u> property. The memorandum of understanding shall be signed by the Superintendent, police chief and each building principal.</p>
<p>SC 1303-A Pol. 218, 218.1, 218.2, 222, 227</p>	<p>The memorandum of understanding shall comply with state law and regulations and set forth procedures to be followed regarding incidents that include, but are not limited to, acts of violence, weapons, terroristic threats, controlled substances, alcohol and tobacco.</p>

SC 1303-A	The memorandum of understanding may specify other matters related to crime prevention mutually agreed upon by the Superintendent and the local police department who has jurisdiction over the school property.
SC 1303-A	Every two (2) years, the memorandum of understanding shall be updated by the Superintendent, re-executed with the appropriate police department, and filed with the Office of Safe Schools.
	References:
	School Code – 24 P.S. Sec. 1302.1-A, 1303-A, 1517, 1518
	<u>State Board of Education Regulations – 22 PA Code Sec. 10.11, 10.24</u>
	Disaster Prevention – 35 Pa. C.S.A. Sec 7701
	Board Policy – 218, 218.1, 218.2, 222, 227 <u>203.1, 805.1, 810, 909</u>

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